

Minutes of the  
Idaho Real Estate Appraiser Board  
November 20, 2000

The Idaho Real Estate Appraiser Board meeting was called to order at 8:15 a.m., Monday, November 20, 2000 at the Bureau of Occupational Licenses, Owyhee Plaza, 1109 Main Street, Suite 220, Boise, Idaho.

Roll Call:     Doyle Pugmire, Chairman  
                  Ruby Stroschein, Vice Chairman  
                  Stanley Moe, Board Member  
                  Paul Morgan, Board Member

Bureau Staff: Thomas E. Limbaugh, Bureau Chief  
                  Budd Hetrick, Deputy Bureau Chief  
                  Roger Hales, Administrative Attorney  
                  John Kersey, Chief Investigator

Gordean Briggs, absent, excused.

Minutes

Moved by Stanley Moe, seconded by Paul Morgan and carried that the minutes of the September 18, 2000 board meeting be approved.

Financial Report

Mr. Limbaugh reviewed the financial report with the Board and informed them if their spending continues as it has, they will be out of money by renewal time. Their current fund balance is \$72,349.

The Board discussed preparing of articles for the newsletter and the time involved for the Board to do this. Ruby Stroschein asked if it would be possible for the Bureau to contract to have the newsletter articles written and prepared for mailing. Linda Dolder, a retired journalist from Boise High School, might be interested in doing the newsletter. Moved by Stanley Moe, seconded by Paul Morgan and carried that the Board authorizes Ruby Stroschein to contact Linda Dolder, a retired journalist from Boise High School to see if she will do articles for the board newsletter and to spend up to \$100.00 for her to prepare the newsletter. Ms. Stroschein will contact Mr. Limbaugh with her information.

The proposed law and rule changes were discussed. The rules have been submitted for publication in the Administrative Bulletin, and the proposed law changes will go before the legislature in the upcoming session.

Moved by Paul Morgan, seconded by Stanley Moe and carried the Board accepts the financial report and the report on the law and rule changes.

### Complaint Report

John Kersey reported that no new complaints have been received since the last board meeting.

Moved by Paul Morgan, seconded by Ruby Stroschein and carried that the Board put forth all of their efforts to resolve the 1997 and 1998 complaints before the July, 2001 board meeting. The Board members will continue to help in obtaining this goal.

The question “do mortgage brokers need to be licensed and/or registered with the Department of Finance” was discussed. The Board will research this issue further.

Moved by Ruby Stroschein, seconded by Paul Morgan and carried that the Board authorize Kirsten Wallace, Deputy Attorney General to send a cease and desist letter to the Real Estate Commission and the County Prosecutor regarding case number REA-L1A-01-00-005 and quote Idaho Code for this violation and also USPAP violation of ethics rule.

### AARO Meeting

Doyle Pugmire and Mr. Limbaugh each presented a report from their attendance at the AARO meeting in Washington D.C. October 28-31, 2000.

Mr. Limbaugh was approached at the meeting and asked if he would consider serving on a committee. Mr. Limbaugh expressed an interest in serving on the Education Committee and asked the Board for their input regarding this. The Board encouraged Mr. Limbaugh to serve on this committee. Moved by Stanley Moe, seconded by Ruby Stroschein and carried that Mr. Limbaugh represent the Board and serve on the Education Committee of AARO.

### USPAP in Board Rules

Discussion was held regarding publication of the current USPAP in the Board’s rules. Mr. Limbaugh explained that according to a law passed last year, the Board would be required every year to adopt a proposed rule in order to maintain the current publication of USPAP as their current rules of conduct and code of ethics.

Roger Hales discussed this issue with the Board and felt they could add to the existing rule the words “or any amendments thereto”. He also stated the Board could adopt a policy of when referring to USPAP it means the current year.

Moved by Stanley Moe, seconded by Paul Morgan and carried that the Board propose a rule change to Rule 700, adding the words “and any amendments thereto”.

If the proposed law change regarding trainees is successful, the Board will promulgate a temporary rule for the trainee status and at that time also adopt the change to Rule 700.

### Reciprocity

Roger Hales informed the Board of the current reciprocity status. The reciprocity agreement between Idaho and Utah has been signed. He is awaiting further information from Oregon and Nevada.

The Board requested that Mr. Hales prepare a reciprocity report for the Appraisal Subcommittee when they are here for their audit July 23 & 24, 2001. Mr. Hales will prepare this report.

### Information Packet sent out to Applicants

The Board reviewed the revised information packet and cover letters sent to applicants applying for licensure that Ruby Stroschein has completed. Moved by Stanley Moe, seconded by Paul Morgan and carried that the Bureau begin using the revised information letters sent to applicants applying for licensure.

### Formal Disciplinary Actions

The Board asked Roger Hales if formal disciplinary actions can be posted on the bureau website. Mr. Hales stated that yes this information could be posted.

The Board was informed that Budd Hetrick is in the process of placing a link on the bureau website for posting of disciplinary actions taken against licensees.

Moved by Ruby Stroschein, seconded by Stanley Moe and carried that the bureau report disciplinary actions on the website beginning with the previous two years and keep them on for a period of two years, beginning now.

Moved by Ruby Stroschein, seconded by Stanley Moe and carried that the motion be amended to include and update after each board meeting.

### Reporting Disciplinary Actions to the Appraisal Subcommittee

John Kersey discussed with the Board the difficulty of reporting disciplinary actions to the Appraisal Subcommittee because of their reporting method. Mr. Kersey is unable to maintain Idaho's current actions as their program overrides his entries with the report being made by Bill Kichok of current licensees. His attempts to contact Ben Henson regarding this matter have been unsuccessful. The Board requested that a letter be sent to Mr. Henson explaining the situation and the need for Idaho to be current on their reporting. Roger Hales will work with Mr. Kersey, Mr. Limbaugh and Mr. Hetrick on addressing the issues in the letter.

### Printing of Renewal Applications

The Board discussed the printing of the upcoming renewal applications and asked if it would be possible to notify all licenses of their current continuing education status, i.e.

need 45 hours, courses and number of hours on record, number of hours needed to meet requirement, separate category for USPAP indicating same type of information.

This will be looked into when the continuing education portion of the new license program is being discussed.

#### Mailing of USPAP to Licensees

The Board discussed the procedure for mailing of USPAP to licensees wanting to purchase it through the Board. A memo is to be sent to all in state licensees stating the Board anticipates the current USPAP will be available, give a date, and those wanting to purchase it may submit \$15.00 along with their current address to the bureau office within thirty (30) days of date of notification. As soon as available, their copy of the current USPAP will be mailed.

After the thirty (30) days the Bureau will forward to the Appraisal Foundation labels for those paying and the Foundation will mail the USPAP book directly to the licensee

#### Chicopee Group USPAP Course

Marcie McGinty, Bureau continuing education secretary, discussed with the Board their approval of the Chicopee Group USPAP Course. Moved by Ruby Stroschein, seconded by Stanley Moe and carried that the Board direct Ms. McGinty to send a letter to the Chicopee Group advising them that the Board will accept their USPAP course upon receiving the requested outline book listing their course of study.

#### Idaho State Tax Commission Winter Courses

Ms. McGinty reviewed with the Board the program of the winter courses being presented by the Idaho State Tax Commission.

The Board stated that their courses must be IAAO approved along with their instructors and the courses must be sponsored by IAAO. The Tax Commission must provide attendees with IAAO certificates of attendance.

#### Association of Professional Appraisers/ Lee & Grant Company

The Board reviewed correspondence from the Association of Professional Appraisers and Lee & Grant Company regarding the teaching of the USPAP course. They have introduced the National Program for USPAP Education, a detailed plan to enhance understanding of USPAP. They are contacting state real estate appraiser boards to encourage them to use their USPAP course instead of that offered by the Appraiser Qualification Board.

The Board has adopted by policy that their USPAP course coincides with the Appraisal Qualification Board and that is the National USPAP course.

### 2001 Board Meeting Dates

The Board established the following meeting dates for 2001:

January 22, 2001

March 19, 2001

May 21, 2001

July 23 & 24, 2001

September 17, 2001

November 19, 2001

### Executive Session

Moved by Paul Morgan, seconded by Stanley Moe and carried that the Board go into executive session to review applications. The time being 1:30 p.m.

Moved by Paul Morgan, seconded by Stanley Moe the Board comes out of executive session at 2:50 p.m.

Moved by Paul Morgan, seconded by Stanley Moe and carried that the application files noted below be terminated due to lack of activity. Letters are to be sent advising the applicants of the Board's decision.

Terminated Applications:

#### Licensed Residential - File Number

REA0896DF

REA1095CB

REA0395KY

REA0195NE

REA1098GR

REA1097KW

REA1296GC

#### Certified Residential

REA0894AV

REA1095RC

REA0994TH

REA0195KR

REA1097LT

REA0897JS

REA0894RR

REA1199MP

REA0899DK

REA0497PG

REA1294GA

REA0693RS

REA1298TT

Certified General

REA0691RF

REA0696RG

REA0796JM

REA0496RM

REA0698SW

REA0898LW

REA1192JM

REA0698JB

Bureau Computer System

The Board discussed with Mr. Limbaugh some capabilities they would like the Bureau new computer system to have. Such as generating complaint reports that would list the last action taken, the number and nature of the complaints, the history and where the complaint is in the process.

Mr. Limbaugh will research and advise the Board when the information is available to him.

The Board approved one (1) application for examination and deferred three (3) applications.

The Board authorized the issuance of the following certificates/licenses to these individuals having met the educational and experience requirements and passing an examination required by the Board.

Licensed Residential

Justin Morgan	LRA-383
---------------	---------

Certified Residential

Brenda White	CRA-384
--------------	---------

Certified General

Eric Alberdi	CGA-382
Thomas Lind reciprocity with Washington	CGA-385
Albert Jager reciprocity with Utah	CGA-386
Eric Daly reciprocity with Oregon	CGA-387

Meeting adjourned at 3:10 p.m.

---

R. Doyle Pugmire, Chairman

---

Ruby Stroschein, Vice Chairman

---

Gordean Briggs, Secretary

---

Stanley Moe

---

Paul Morgan

---

Thomas E. Limbaugh, Chief  
Bureau of Occupational Licenses

Meeting adjourned at 3:10 p.m.  
Approved 1/22/01